

**LANDSCAPE ARCHITECTS SECTION
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS, PROFESSIONAL
ENGINEERS, DESIGNERS AND LAND SURVEYORS
MINUTES
MARCH 12, 2009**

PRESENT: Rosheen Styczinski, Wayne Tlusty (via teleconference), and Michael Kinney

EXCUSED: Nancy T. Ragland

ABSENT: Bernie Abrahamson

STAFF PRESENT: Yolanda McGowan, Bureau Director, Colleen Baird, Legal Counsel, Nicole Goodman, Bureau Assistant, other Department staff was present during portions of the meeting

CALL TO ORDER

Rosheen Styczinski, Chair, called the meeting to order at 9:33 a.m. A quorum of three members was present.

AGENDA

MOTION: Wayne Tlusty moved, seconded by Michael Kinney, to adopt the agenda as written. Motion carried unanimously.

APPROVAL OF SEPTEMBER 18, 2008 MINUTES

MOTION: Wayne Tlusty moved, seconded by Michael Kinney, to approve the minutes of September 18, 2008 as written. Motion carried unanimously.

ELECTION OF OFFICERS FOR 2009

NOMINATION: Wayne Tlusty nominated Rosheen Styczinski as Chair of the Section.

Rosheen Styczinski called three times for nominations for the office of Chair.

Rosheen Styczinski was elected as Chair of the Section by a unanimous vote.

NOMINATION: Wayne Tlusty nominated Michael Kinney as Vice Chair of the Section.

Rosheen Styczinski called three times for nominations for the office of Vice Chair.

Michael Kinney was elected as Vice Chair of the Section by a unanimous vote.

NOMINATION: Rosheen Styczinski nominated Nancy Ragland as Secretary of the Section.

Rosheen Styczinski called three times for nominations for the office of Secretary.

Nancy Ragland was elected as Secretary of the Section by a unanimous vote.

APPOINT BOARD'S REPRESENTATIVE TO SCREENING PANEL

The Chair appointed herself as the Screening Panel member.

Wayne Tlusty was appointed as the Education and Examination Liaison.

APPOINT PUBLIC MEMBER TO A-E RULES COMMITTEE BY BOARD CHAIR

Nancy Ragland was appointed as the Section's public member A-E Rules Committee representative.

ADMINISTRATIVE REPORT YOLANDA MCGOWAN, BUREAU DIRECTOR

Approval of 2009 Meeting and Screening Dates

The Section was provided a copy of the 2009 meeting and screening dates.

Annual Policy Review

Yolanda McGowan reviewed the annual policy with the Section and highlighted the new baggage claim policy.

Department Updates

Yolanda McGowan requested that the each Section member fill out a Board Member Feedback Survey. The Chair will provide a report at the beginning of the next meeting on the results of the survey. She also informed the Section that the Department plans to implement an electronic survey by the end of 2009. It will allow a broader evaluation of all services provided by the Department.

Yolanda McGowan discussed the Staff changes within the Department. She informed the Section that due to the loss of continuing education staff there is a temporary hold on continuing education audits.

The Department would like to hold election of officers in the last quarter of the year so that Board Chair Training can be held before the start of the new year.

The Office of Legal Counsel and Board Services are merging to become one Division and the ALJ function is being moved to the Department of Hearing and Appeals.

The Division of Enforcement has a new case handling initiative that was outlined in the DRL Link Board Member Edition newsletter.

The Department is currently working on board member wireless access at the Department.

Motion to Designate Hearings and Appeals Attorney as ALJ

Colleen Baird reported the move of the ALJ function from DRL to the Division of Hearings and Appeals.

MOTION: Michael Kinney moved, seconded by Wayne Tlusty, to designate an attorney who is employed by the Division of Hearings and Appeals, Wisconsin Department of Administration, to serve as an Administrative Law Judge to preside over Class 1 license denial hearings and Class 2 disciplinary proceedings, pursuant to Wis. Admin. Code § RL 1.08 and § RL 2.10. This designation is in addition to the designation already provided for in Wis. Admin. Code § RL 1.08 and § RL 2.10. Motion carried unanimously.

SUMMARY REPORTS ON PENDING COURT CASES, DISCIPLINARY CASES AND ADMINISTRATIVE RULES AND PRESS RELEASES

Noted.

PRESENTATION OF PROPOSED STIPULATIONS BY DIVISION OF ENFORCEMENT

None.

LEGISLATIVE/ADMINISTRATIVE RULES UPDATE

Discussion of Wisconsin Act 47/AB 181 Relating to Continuing Education for Architects, Landscape Architects, Professional Engineers, Designers of Engineering systems, and Land Surveyors

Colleen Baird provided the Section a working copy of a sample rule draft. The Section reviewed sample draft and made recommendations. Colleen Baird will apply the recommendations to the rule draft. The Section designated Rosheen Styczinski to review and give final approval of the rule draft.

MOTION: Michael Kinney moved, seconded by Wayne Tlusty, to designate Rosheen Styczinski to give the final approval of the continuing education rule draft as discussed at today's meeting. Motion carried unanimously.

TRAVEL

Nominate a Delegate to Attend CLARB's Annual Meeting, September 10-12, 2009 in Seattle, WA

MOTION: Wayne Tlusty moved, seconded by Michael Kinney, to delegate Rosheen Styczinski to represent the Section at the CLARB Annual meeting on Department funds. Motion carried unanimously.

INFORMATIONAL ITEMS

None.

PUBLIC COMMENTS

None.

ADJOURNMENT

MOTION: Wayne Tlusty moved, seconded by Michael Kinney, to adjourn the meeting at 3:56 p.m. Motion carried unanimously.